

Message

From: St. Peter, Marie [StPeter.Marie@epa.gov]
Sent: 4/23/2018 7:28:57 PM
To: Harrison, Gina [harrison.gina@epa.gov]; Miller, Patrick [miller.patrick@epa.gov]
Subject: RE: Concur Itinerary 05/06/2018: AK STEEL MIDDLETOWN AND SUNCOKE. (P053SN)

What are our plans for Tuesday? Speak with EHS staff at one of the facilities?

I'm just curious because CVG is 1 hr away from middletown...plus another 1-1:15 to be safe and drop off car then get through CVG with no hassle.

From: Harrison, Gina
Sent: Monday, April 23, 2018 9:46 AM
To: St. Peter, Marie <StPeter.Marie@epa.gov>; Miller, Patrick <miller.patrick@epa.gov>
Subject: FW: Concur Itinerary 05/06/2018: AK STEEL MIDDLETOWN AND SUNCOKE. (P053SN)

Marie and Patrick,

I booked another car for us. Flights below. Patrick, thanks for driving the trailer.

Let's discuss adding a SunCoke visit with the trailer either on Sunday or Monday night – what's your preference? Both nights would be after 9p – I'm fine with either.

Thanks,

Gina

From: Concur Travel [mailto:TravelWizard@concursolutions.com]
Sent: Monday, April 23, 2018 9:39 AM
To: Harrison, Gina <harrison.gina@epa.gov>
Subject: Concur Itinerary 05/06/2018: AK STEEL MIDDLETOWN AND SUNCOKE. (P053SN)

Trip Overview

Trip Name: AK Steel Middletown and SunCoke.
Start Date: May 06, 2018
End Date: May 08, 2018
Created: April 23, 2018, GINA HARRISON (Modified: April 23, 2018)
Description: Inspection at AK Steel Middletown and SunCoke Middletown
Trip Purpose: O-SITE VISIT
Agency Record Locator: P053SN
Passengers: Gina M Harrison
Total Estimated Cost: \$365.83 USD

Important: Reservations must be approved and ticketed no later than: 04/24/2018 9:55 PM Eastern
 The trip will be automatically cancelled if it is not approved before the deadline.

Agency Name: BCD_EPA

Reservations

Sunday, May 06, 2018



Flight Chicago, IL (ORD) to Cincinnati, OH (CVG)

United 3708

Operated by: REPUBLIC AIRLINES DBA UNITED EXPRESS

Departure: 05:50 PM**Seat:20B (Confirmed)**

Chicago O'Hare Intl Airport (ORD)

Terminal:2

Duration: 1 hour, 26 minutes

Nonstop

Confirmation: B67B1D

Status: Confirmed

Air Frequent Flyer Number:UA-DVP60857

Arrival: 08:16 PM

Cincinnati/Northern Kentucky Intl Airport (CVG)

Terminal:3

Additional Details

Aircraft: E7W

Distance: 264 miles

E-Ticket

Emissions: 139.9 lbs CO₂

Cabin: Economy (W)

Meal: Refreshment

**Budget Car Rental at: Cincinnati US (CVG)**

Pick-up at: Cincinnati US (CVG)

Pick Up: 08:16 PM Sun May 6

Pick-up at:Cincinnati US (CVG)

Number of Cars:1

Confirmation: 33911265US3

Status:Confirmed

Rate Code:L1

Return: 04:15 PM Tue May 8

Returning to:Cincinnati US (CVG)

Additional Details

Rate: \$46.00 USD daily rate, unlimited miles; \$15.19 USD extra hourly rate, unlimited miles

Total Rate: \$143.43 USD

Corporate Discount: T454300

Rental Details

Full-size / Car / Automatic transmission / Air conditioning

Tuesday, May 08, 2018

**Flight Cincinnati, OH (CVG) to Chicago, IL (ORD)****United 5400**

Operated by: SKYWEST DBA UNITED EXPRESS

Departure: 04:15 PM**Seat:19B (Confirmed)**

Cincinnati/Northern Kentucky Intl Airport (CVG)

Terminal:3

Duration: 1 hour, 25 minutes

Nonstop

Confirmation: B67B1D

Status: Confirmed

Air Frequent Flyer Number:UA-DVP60857

Arrival: 04:40 PM

Chicago O'Hare Intl Airport (ORD)

Terminal:2

Additional Details

Aircraft: Canadair 700

Distance: 264 miles

E-Ticket

Emissions: 139.9 lbs CO₂

Cabin: Economy (T)

Meal: Refreshment

Total Estimated Cost**Air****Airfare quoted amount: \$180.47 USD****Taxes and fees: \$41.93 USD****Air Total Price: \$222.40 USD****Car: \$143.43 USD****Total Estimated Cost: \$365.83 USD****TICKET NOT YET ISSUED. AIRFARE QUOTED IN ITINERARY IS NOT GUARANTEED UNTIL TICKETS ARE ISSUED.****Remarks**

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT
 THE BCD TRAVEL TEAM AT 1-866-964-1346
 FOR OUTSIDE THE US CALL COLLECT 770-829-2609
 FOR THE HEARING IMPAIRED- PLEASE DIAL 711
 TO ACCESS RELAY SERVICE- PROVIDE PHONE
 NUMBER OF 1-866-964-1346 TO ACCESS TRAVEL

DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR
 PROGRAM/PPP YOUR AIR RESERVATIONS ARE SUBJECT TO
 CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST
 48 HOURS PRIOR TO SCHEDULED DEPARTURE
 PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN
 ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS
 THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.
 THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO
 INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC
 CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE
 RESERVATIONS REQUIRE SEPARATE AIR TICKETS.
